

Watershed Working Group (WWG) Meeting
January 15, 2009
Meeting Notes and Next Steps

I. Report out from The Commission on the Environment Meeting.

- Kris reported out on the Commission on the Environment Meeting on January 13, 2009. The discussion included:
 - Getting WWG products through the PIO review process;
 - Getting a rain barrel at Science Day;
 - Identifying SOS monitoring dates; and
 - Identifying a standing meeting date for the WWG meetings.
- Decisions made and next steps identified:
 - The group identified public outreach products like the residential and business mailings that will be refined by the group and sent through the Commission and PIO review process. The group also identified products like the Rockville SOS manual that are a joint City/WWG product. These will go to the Commission for members' thoughts but will not be "voted" on. Additionally, Environmental Management (EMD) staff will take the lead on getting the manual through the PIO review process.
 - City staff will try and get a rain barrel demo set up for Science Day. Staff will also have information/sign-up on Rockville SOS and Commission on the Environment Working Groups.
 - The April monitoring date will be either April 19th or April 26th, depending on the volunteers' availability.
 - The WWG has set the 3rd Thursday of every month at 7:00 P.M. at the 30 Courthouse Sq. conference room for its standard meeting. Therefore, the next meeting will be February 19th.

II. Review of Rockville Save Our Streams (SOS) Documents

- The City of Rockville Save or Streams SOS Procedures Manual
 - All WWG members liked the direction the manual was headed.
 - WWG members will review the current draft and get comments to Heather by Feb. 1. Jason will draft the chemistry section, Heather will draft the outfall section and Amanda will refine the invasive section. We will send section drafts to group by Feb. 1.
 - Draft final manual needs to be completed by Feb 19 in order to get it copy edited and printed for the scheduled trainings.
- Rockville SOS web page text
 - Suggested edits to Heather ASAP.
 - Suggested "resources" to Heather ASAP.
- Aquatic Insect Training Presentation – for March 22
 - Audra will continue working on the training and have CDs for WWG review at the Feb 19 meeting.
- Habitat Assessment Training Presentation – for March 15

- WWG will ask Steve to flesh out the training and find the 10-15 pictures needed. Ideally, he will have a draft ready by Feb 19.
- EMS staff will scout 3 stream sections of varying “health” for the practical section of the training.
- Advertisement documents to promote training
 - Need to develop a “one-page” write up to send out on the sustainability list-serv, the city-wide e-news letter, science day and to individuals who inquire.
 - Articles to be printed in Rockville Reports March issue.
 - Need to PDF training outlines so they can be used to describe Rockville SOS program to school teachers.
- **Other Topics Discussed**
 - EMD Staff will purchase equipment needed for the two trainings and the SOS equipment lists.
 - Heather will send WWG their draft resident and business mailing for their review and modification.